



**US Army Corps
of Engineers®**

South Florida Operations Office
525 Ridgelawn Road
Clewiston, FL 33440
(863) 983 - 8101 Tele
(863) 983 - 8579 FAX

Ortona South Campground Manatee Watch

Volunteer Description

Ortona South Campground Manatee Watch Volunteer

INTRODUCTION

The U.S. Army Corps of Engineers (USACE), Jacksonville District, South Florida Operations Office (SFOO), would like to welcome you to the Corps Volunteer Program. As a volunteer, you will be performing the duties/responsibilities (listed below) of a Manatee Watcher at the Ortona South Campground under the guidance of Corps Biologist Doug Harter, Corps Manatee Program Coordinator (Clewiston), Volunteer Supervisor Angie Charles, Corps Biologist (Clewiston), and Biologist Scientist II Suzanne Tarr with the Florida Fish and Wildlife Conservation Commission (FWC), Manatee Photo-identification Program, St. Petersburg, FL. The Corps of Engineers greatly appreciates your volunteer efforts by identifying manatees, reporting environmental data, and informing the public about manatees. Thank you for choosing to volunteer with the Corps of Engineers. Any questions, comments, and/or concerns should be directed towards the Corps Manatee Program Coordinator.

QUALIFICATIONS

Anyone may apply to volunteer as a Manatee Watcher with the Corps of Engineers by completing a SFOO Volunteer Application. The Manatee Watcher position however, requires tact, courtesy, and the ability to deal with the general public. This position requires volunteers to spend the majority of their time outside with a good deal of walking involved. The position is established so that the USACE may better provide information concerning manatee behaviors.

DUTIES/RESPONSIBILITIES

Monitor the lock and dam area for manatees. The lock chamber will be monitored for manatees during lockages.

Manatee sightings will be documented on the provided data sheets. Sightings near the dam must include distance and exact location in relation to the dam.

The FWC camera and film will be utilized in photographing manatees.

Manatee related photographic, geo-spatial, biological, behavioral, and environmental data will be recorded on the data sheets provided by FWC.

All data sheets and film will be submitted to the Corps Manatee Program Coordinator for processing every other Friday. Photographic documentation should be obtained during primary photographing hours and during appropriate weather events.

Dead or injured manatees will be reported to the lock tender on duty. The lock tender will report the manatee to the FWC following USACE protocol.

Be familiar with and abide by all USACE rules and regulations (EP 1165-2-316).

DUTIES/RESPONSIBILITIES (continued)

Provide visitors with information concerning the Corps Recreation Areas and manatees. Answer information requests to the best of your knowledge. When in doubt, refer the visitor to the gate attendant or ranger staff.

Report safety hazards and/or maintenance concerns to the gate attendant or ranger staff. Examples: report a stopped up commode, lack of supplies, broken night light, water leaks, missing or damaged signs.

Report any compliance problems, vandalism, speeding, and similar disturbances to the gate attendant, ranger staff or local law enforcement officer.

Assist in emergency situations such as electrical black outs, weather alerts, life threatening emergencies, etc.

Report all personal injury accidents and/or incidents to the volunteer supervisor, or the ranger staff.

Wear the Volunteer Shirt and/or Volunteer Hat when volunteering with the USACE to identify yourself as a USACE Representative.

A little common sense goes a long way, so treat others as you would like to be treated.

Volunteer campsites will be maintained in a neat and respectable manor.

All recreation areas will be evacuated during a hurricane. All volunteer items should be mobile and ready to move in case of a hurricane.

Please do not engage in any physical or verbal confrontations with the public.

Volunteer hours will be recorded on the Volunteer Service Record (ENG Form 4882-R) and submitted to the Volunteer Supervisor by the end of each month.

All incidental expenses should be recorded on the Claim for Reimbursement for Expenditures on Official Business Form and submitted to the Volunteer Supervisor for processing by the end of each month with your Volunteer Service Record.

The Volunteer Supervisor or the Volunteer Coordinator may request additional duties to be performed contrary to the above listed duties/responsibilities at any time, for example: general maintenance items, limited physical labor, assisting within the campground, rangers, biologists, and/or lock tenders, additional manatee reports or procedures, etc.

SUPERVISORY CONTROLS

There is no doubt that you will encounter rangers on a daily basis. These rangers may answer general questions that you may have concerning the recreation areas, rules and regulations, and the general area. Specific questions, comments, and/or concerns about the volunteer program should be directed towards the Volunteer Supervisor. Specific questions, comments, and/or concerns about manatees, data collection, and equipment should be directed towards the Corps Manatee Program Coordinator. The Supervisory Park Ranger oversees the volunteer program and the Chief, Field Operations and Readiness Section oversees the Manatee Watch Program.

WORKING CONDITIONS

Manatee Watchers are required to volunteer 20 – 30 hours per week. Daily volunteer hours may change due to manatee sightings, lock schedules, and current/changing weather patterns. A volunteer schedule will be developed between the manatee watch volunteers, the USACE, and the FWC prior to any volunteer efforts. A campsite located within the Ortona South Campground will be provided to the volunteer with water, electric hook-ups, and access to a dump station at no charge. Volunteers will furnish their own transportation and camping equipment. The volunteer campsite will be identified as volunteer for the benefit of the public. All members of a Volunteer's immediate family are welcome to accompany him or her while volunteering.

EMERGENCY INFORMATION

For all life-threatening emergencies please dial 9 – 1 – 1 to contact the local law enforcement agency, fire department, and ambulance.

After contacting 9 – 1 – 1, please contact the ranger staff concerning the accident/incident.

The following information should only be used in an emergency and should not be provided to visitors.

				Office Phone Number
Schedules:	Doug	Mon – Fri	7:00 A.M. – 3:30 P.M.	(863) 983 - 8101 x 267
		Sat – Sun	Off	
	Angie	Mon – Fri	7:00 A.M. – 3:30 P.M.	(863) 983 – 8101 x 236
		Sat – Sun	Off	

U.S. Army Corps of Engineers, Jacksonville District
 South Florida Operations Office
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Ortona Campground	(863) 675 - 8400
Ortona Lock	(863) 675 - 0616
St. Lucie Campground	(561) 287 - 1382
St. Lucie Visitor Center	(561) 219 - 4575
St. Lucie Lock	(561) 287 – 2665
W.P. Franklin Campground	(941) 694 - 8770
W.P. Franklin Lock	(941) 694 - 5451

EMERGENCY INFORMATION (continued)

Florida Fish and Wildlife Conservation Commission

Florida Marine Research Institute

Suzanne Tarr, Biological Scientist II

Manatee Photo-identification Program

100 Eighth Avenue S.E.

St. Petersburg, FL 33701-5095

(727) 896 – 8626 Tele

(727) 893 – 9176 Fax

Florida Fish and Wildlife

Conservation Commission/

Bureau of Marine Enforcement 1-800-342-5367

Florida Highway Patrol 1-800-701-3212, * FHP

Poison Information Center 1-800-282-3171

U.S. Coast Guard 1-800-368-5647

Hazardous Material Spills 1-800-424-8802

Sheriff – Glades County (863) 946 - 0010